



Role Description & Person Profile

Role	
Job title:	QA & Continuous Improvement Manager
Reports to:	General Manager, Primary Diets Melmerby
Business	Primary Diets
Location:	Melmerby, UK
Direct Report:	QC Technician
Business Context	<p>Primary Diets, is a successful and well-established piglet starter feed business with manufacturing sites both in Melmerby, UK and Śmigiel, Poland, Primary Diets has a large share of the UK market and has seen growth in Europe in recent years, the businesses aspiration is to become a multi local, multi species nutrition business.</p>
Role Summary	<p>To effectively manage and develop the delivery of the Quality Policy and Quality Assurance at Primary Diets Melmerby.</p> <p>To ensure the site meets assurance, legislative and customer requirements with maximum commercial flexibility and practicality, working across AB Agri where relevant.</p> <p>To actively drive change and continuous improvement within Primary Diets production facilities.</p>
Key Responsibilities	<p>Setting direction for Primary Diets, Melmerby and working with the wider Neonate QA team, and the AB Agri Operational QA Team</p> <p>Managing the application of AB Agri Quality Policy and overall HACCP Management Systems throughout the manufacturing and trading operations at Melmerby.</p> <p>Take the lead quality role across Primary Diets Melmerby, identifying opportunities for common practices across both sites. Providing technical expertise and advice, direction, support and coaching as required.</p> <p>Provide the link between Primary Diets, Melmerby and the AB Agri central Feed Safety team.</p>



	<p>Work with and support the other QA managers within the Neonate division to ensure spread of best practice.</p> <p>Quality Control (Melmerby) Effectively manage QA & QC analysis for all raw materials and finished feeds</p> <p>Monitoring performance of both raw materials and finished feeds</p> <p>Monitoring results from finished product testing identifying areas for improvement</p> <p>Working with the Procurement Manger to establish quality requirements from external suppliers</p> <p>Acting as a catalyst for change and improvement in performance/quality</p> <p>Ensuring that all customer and legal requirements in all aspects of product quality and labelling are being achieved by monitoring and initiating actions to resolve non-conformances of action</p> <p>Monitoring, processing and resolving complaints, maintaining a complaints log and developing a corrective and preventative action system</p> <p>Working collaboratively with the Operations Team to ensure all aspects of the Quality System, Quality Assurance, Legal and Customer requirements are understood, practical and fully operational</p> <p>Making sure that manufacturing or production processes meet international and national standards</p> <p>Maintaining controls and documented procedures including Managing information requests and supporting audit completion (DEFRA, UFAS, VMD)</p> <p>Ensuring all legislative considerations are adhered to</p>
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Budgetary Responsibility	Responsibility for the management of Quality Assurance within budget and for the QC Testing and Assurance delivery costs.
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Person Profile		Essential or Desirable
Knowledge and Experience	IT literate (spreadsheets & formulation packages). Proficient in AX and Datastor	E
	Experience and knowledge of QA , QC and HACCP procedures	E
	Up to date with current feed manufacture legislation	D
	Knowledge of TACCP principles	D
	HACCP and auditing qualification	D
	Comprehensive understanding of formulations, underpinned by sound technical knowledge	D
	Line management experience	D
Key Behaviours	Understanding of practical commercial delivery to achieve outcomes	E
	Ability to collaborate and influence others	E
	Communication Skills	E
	Attention to detail	E
	Ability to drive process improvement	E
	Planning and organisation skills	E
	Ability to build relationships	E
	Works well in a team, supporting colleagues	E



	IT skills	E
	Strong analytical skills	E
Key Stakeholders	PD General Manager, Management and Commercial teams Neonate Quality and Management team Customers and Raw Material Suppliers Feed Law and Feed Safety Enforcement Bodies AB Agri Feed Safety, Compliance and Risk Management Teams	
Other	The role will involve travel in UK and some overseas	E
	Full UK Driving Licence	E